

GOVERNMENT OF THE DISTRICT OF COLUMBIA
D.C. Office of Personnel

District Personnel Manual Issuance System

This bulletin should be filed behind
the divider for Part III of DPM
Chapter (s) 12

DPM Bulletin No. 12-219

SUBJECT: Schedules of Legal Public Holidays for
Calendar Years **2006** and **2007** – **AMENDMENT**
to the Schedule for Calendar Year 2006

Date: December 16, 2005

NOTE: This bulletin amends DPM Bulletin No. 12-217, dated November 7, 2005, as specified below.

The purpose of this bulletin is to add **Monday, April 17, 2006**, District of Columbia Emancipation Day, to the schedule of legal public holidays for the year **2006**.

The reason for this amendment is the approval by Congress of the District of Columbia Emancipation Day Alternate Date Temporary Amendment Act of 2005 (Act), effective December 10, 2005.

The Act established that District of Columbia Emancipation Day shall be observed on **Monday, April 17, 2006**; and added District of Columbia Emancipation Day to the list of legal public holidays for the District government contained in D.C. Official Code § 1-612.02 (2001).

Because temporary acts expire after 225 days of having taken effect, and as of the date of this bulletin there is no permanent legislation making these changes on a permanent basis (beyond the year 2006), it would be premature to amend the schedule of legal public holidays for the year 2007 included in DPM Bulletin No. 12-217 at this time. When permanent legislation making these changes beyond the year 2006 is approved, the schedule of legal public holidays for the year 2007 will be amended.

CALENDAR YEAR 2006 HOLIDAYS
New Year's Day, Monday , January 2, 2006 ¹
Dr. Martin Luther King, Jr.'s Birthday, Monday , January 16, 2006
Washington's Birthday, Monday , February 20, 2006
District of Columbia Emancipation Day, Monday , April 17, 2006 ²
Memorial Day, Monday , May 29, 2006
Independence Day, Tuesday , July 4, 2006
Labor Day, Monday , September, 4, 2006
Columbus Day, Monday , October 9, 2006
Veterans Day, Friday , November 10, 2006 ³
Thanksgiving Day, Thursday , November 23, 2006
Christmas Day, Monday , December 25, 2006

¹ The legal public holiday is Sunday, January 1, 2006. By law, when the holiday falls on a Sunday, the holiday is observed on the Monday following the holiday.

² The legal public holiday is Sunday, April 16, 2006. By law, when the holiday falls on a Sunday, the holiday is observed on the Monday following the holiday.

³ The legal public holiday is Saturday, November 11, 2006. By law, when the holiday falls on a Saturday, the holiday is observed on the Friday preceding the holiday.

Note: DPM Bulletins that are strictly procedural in nature have direct applicability only to agencies and employees under the personnel authority of the Mayor. Other personnel authorities or independent agencies may adopt any or all of these procedures or guidance materials for agencies and employees under their respective jurisdictions. [See DPM Chapter 2, Part II, Subpart 1, § 1.3.]

Inquiries: DCOP, Office of Policy, (202) 442-9644

Distribution: Heads of Departments and Agencies, HR Advisors and DPM Subscribers

Bulletin Expires: December 31, 2006

Schedule of Legal Public Holidays for Calendar Year 2007 and Re-Print of Pertinent Text from DPM Bulletin No. 12-217

For the convenience of the readers, the schedule of legal public holidays for calendar year 2007, and the rest of the text of DPM Bulletin No. 12-217, including a modified Attachment 1 as well as Attachment 2 are provided below:

The legal public holidays for calendar year **2007** for District government employees whose basic workweek is Monday through Friday is as follows:

CALENDAR YEAR 2007 HOLIDAYS
New Year's Day, Monday , January 1, 2007
Dr. Martin Luther King, Jr.'s Birthday, Monday , January 15, 2007
Washington's Birthday, Monday , February 19, 2007
Memorial Day, Monday , May 28, 2007
Independence Day, Wednesday , July 4, 2007
Labor Day, Monday , September, 3, 2007
Columbus Day, Monday , October 8, 2007
Veterans Day, Monday , November 12, 2007 ⁴
Thanksgiving Day, Thursday , November 22, 2007
Christmas Day, Tuesday , December 25, 2007

- a. Department and agency heads (or their designees) are responsible for ensuring that employees in their respective agencies are informed of the provisions of this bulletin.
- b. In addition to the above legal public holidays, the Mayor (or his or her designee) may specify other days or portions of a day as nonworkdays.
- c. All employees are entitled to legal public holidays or "in-lieu-of" days as the established holidays, with the exception of:
 - (1) Temporary wage employees (those paid on an hourly rate) with appointments limited to less than ninety (90) days, or who have not been employed for a continuous period of ninety (90) days under one (1) or more appointments without a break in service;
 - (2) Employees (including Excepted Service Experts and Consultants) who do not have a regularly scheduled tour of duty; and
 - (3) Employees paid by stipend.
- d. Effect of Leave Status:
 - (1) An employee on leave with pay for a period that includes a holiday is not charged leave for the holiday.

⁴ The legal public holiday is Sunday, November 11, 2007. By law, when the holiday falls on a Sunday, the holiday is observed on the Monday following the holiday.

- (2) An employee in a nonpay status (FMLA, LWOP, AWOL, suspension, etc.) the last hour of a regular tour of duty immediately before a holiday and the first hour immediately after the holiday, is not entitled to pay for that holiday unless the employee works on the holiday. In addition, an employee scheduled for “approved” nonpay status on a holiday is not entitled to pay for that holiday.
- e. Determining Holidays (except for employees of the Firefighting Division of the Fire and Emergency Medical Services Department):
- (1) Whenever a holiday falls on a workday in the basic workweek of Monday through Friday, the workday is a holiday.
 - (2) Whenever a holiday falls on a nonworkday of the basic Monday through Friday workweek, the holiday is the Monday following a legal holiday occurring on Sunday, or is the Friday immediately preceding a legal holiday occurring on a Saturday.
 - (3) When a holiday falls on a nonworkday of a workweek which is not Monday through Friday, the **In-Lieu-of Schedule** attached to this bulletin is to be used to determine the holiday.
 - (4) For a part-time employee, whenever a holiday or a day designated as a holiday falls on the employee’s regularly scheduled workday that is the holiday for that employee. No in-lieu-of day is authorized for a part-time employee if a holiday falls on that employee’s nonworkday.
 - (5) When a holiday falls on a nonworkday of a basic workweek which includes six days, the holiday is the day immediately preceding the legal holiday.
- f. The day to be treated as a holiday for an employee (including one in a 24-hour facility) who is regularly scheduled to work on days other than Monday through Friday and whose days off are **not listed on the In-Lieu-of Schedules**, or for a employee of the Firefighting Division of the Fire and Emergency Medical Services Department is determined as follows:
- (1) When a holiday falls on a workday in a basic workweek of the employee, that day is the holiday for the employee.
 - (2) When a holiday falls on a nonworkday, the first scheduled workday following that nonworkday is considered the legal holiday.
- g. Clarification of Entitlement to Holiday Pay for all Employees:

An employee who is scheduled to work on a holiday and does not receive an in-lieu-of day will be paid holiday pay for that day. Holiday pay will be paid only for work actually performed for a maximum of eight (8) hours. Any work performed over eight (8) hours will be compensated at applicable overtime rates.

In-Lieu-of Schedules

The in-lieu-of schedules for calendar years **2006** (revised) and **2007** contained in the attachments to this bulletin are applicable to all covered employees, except employees covered by Paragraph 4 (f) above and,

in some instances, uniformed members of the Metropolitan Police Department. The schedules are to be used only for employees whose workweek is other than Monday through Friday, and when the employees' regularly scheduled day off falls on the legal public holiday.

Lisa R. Marin, SPHR
Director of Personnel

Attachments: Schedules of "In-Lieu-of" Days for Holiday, Pay and Leave Purposes for Calendar Year 2006 and Calendar Year 2007

**SCHEDULE OF “IN-LIEU-OF” DAYS FOR HOLIDAY, PAY
AND LEAVE PURPOSES FOR CALENDAR YEAR 2006**

<u>MONDAY HOLIDAYS</u> <u>(2006)</u>	NEW YEAR’S DAY	MONDAY, JANUARY 2, 2006
	DR. MARTIN LUTHER KING, JR’S BIRTHDAY	MONDAY, JANUARY 16, 2006
	WASHINGTON’S BIRTHDAY	MONDAY, FEBRUARY 20, 2006
	D.C. EMANCIPATION DAY	MONDAY, APRIL 17, 2006
	MEMORIAL DAY	MONDAY, MAY 29, 2006
	LABOR DAY	MONDAY, SEPTEMBER 4, 2006
	COLUMBUS DAY	MONDAY, OCTOBER 9, 2006
	CHRISTMAS DAY	MONDAY, DECEMBER 25, 2006

The following days are to be considered holidays for employees whose regularly scheduled day off falls on the above Monday holidays:

DAYS OFF	HOLIDAY	NEW YEAR’S DAY	KING’S BIRTHDAY	WASHINGTON’S BIRTHDAY	EMANCIPATION DAY
Sunday and Monday	Saturday	December 31, 2005	January 14, 2006	February 18, 2006	April 15, 2006
Monday and Tuesday	Sunday	January 1, 2006	January 15, 2006	February 19, 2006	April 16, 2006
Monday and Wednesday	Sunday	January 1, 2006	January 15, 2006	February 19, 2006	April 16, 2006
Monday and Thursday	Sunday	January 1, 2006	January 15, 2006	February 19, 2006	April 16, 2006
Monday and Friday	Sunday	January 1, 2006	January 15, 2006	February 19, 2006	April 16, 2006
Monday and Saturday	Sunday	January 1, 2006	January 15, 2006	February 19, 2006	April 16, 2006

DAYS OFF	HOLIDAY	MEMORIAL DAY	LABOR DAY	COLUMBUS DAY	CHRISTMAS DAY
Sunday and Monday	Saturday	May 27, 2006	September 2, 2006	October 7, 2006	December 23, 2006
Monday and Tuesday	Sunday	May 28, 2006	September 3, 2006	October 8, 2006	December 24, 2006
Monday and Wednesday	Sunday	May 28, 2006	September 3, 2006	October 8, 2006	December 24, 2006
Monday and Thursday	Sunday	May 28, 2006	September 3, 2006	October 8, 2006	December 24, 2006
Monday and Friday	Sunday	May 28, 2006	September 3, 2006	October 8, 2006	December 24, 2006
Monday and Saturday	Sunday	May 28, 2006	September 3, 2006	October 8, 2006	December 24, 2006

Monday will be the holiday for employees who are regularly scheduled to work Monday through Friday.

<u>TUESDAY HOLIDAY</u> <u>(2006)</u>	INDEPENDENCE DAY	TUESDAY, JULY 4, 2006
---	-------------------------	------------------------------

The following days are to be considered holidays for those employees whose regularly scheduled day off falls on the above Tuesday holiday:

DAYS OFF	HOLIDAY	INDEPENDENCE DAY
Sunday and Tuesday	Monday	July 3, 2006
Monday and Tuesday	Wednesday	July 5, 2006
Tuesday and Wednesday	Monday	July 3, 2006
Tuesday and Thursday	Monday	July 3, 2006
Tuesday and Friday	Monday	July 3, 2006
Tuesday and Saturday	Monday	July 3, 2006

Tuesday will be the holiday for employees who are regularly scheduled to work Monday through Friday.

<u>THURSDAY HOLIDAY</u> <u>(2006)</u>	THANKSGIVING DAY	THURSDAY, NOVEMBER 23, 2006
--	-------------------------	------------------------------------

The following days are to be considered holidays for those employees whose regularly scheduled day off falls on the above Thursday holiday:

DAYS OFF	HOLIDAY	Thanksgiving Day
Sunday and Thursday	Wednesday	November 22, 2006
Monday and Thursday	Friday	November 24, 2006
Tuesday and Thursday	Friday	November 24, 2006
Wednesday and Thursday	Friday	November 24, 2006
Thursday and Friday	Wednesday	November 22, 2006
Thursday and Saturday	Wednesday	November 22, 2006

Thursday will be the holiday for employees who are regularly scheduled to work Monday through Friday.

<u>FRIDAY HOLIDAY</u> (2006)	VETERANS DAY	FRIDAY, NOVEMBER 10, 2006
---	---------------------	----------------------------------

The following days are to be considered holidays for employees whose regularly scheduled day off falls on the above Friday holiday:

DAYS OFF	HOLIDAY	Veterans Day
Sunday and Friday	Thursday	November 9, 2006
Monday and Friday	Saturday	November 11, 2006
Tuesday and Friday	Saturday	November 11, 2006
Wednesday and Friday	Saturday	November 11, 2006
Thursday and Friday	Saturday	November 11, 2006
Friday and Saturday	Thursday	November 9, 2006

Friday will be the holiday for employees who are regularly scheduled to work Monday through Friday.

**SCHEDULE OF “IN-LIEU-OF” DAYS FOR HOLIDAY, PAY
AND LEAVE PURPOSES FOR CALENDAR YEAR 2007**

<u>MONDAY HOLIDAYS</u> <u>(2007)</u>	NEW YEAR’S DAY	MONDAY, JANUARY 1, 2007
	DR. MARTIN LUTHER KING, JR.’S BIRTHDAY	MONDAY, JANUARY 15, 2007
	WASHINGTON’S BIRTHDAY	MONDAY, FEBRUARY 19, 2007
	MEMORIAL DAY	MONDAY, MAY 28, 2007
	LABOR DAY	MONDAY, SEPTEMBER 3, 2007
	COLUMBUS DAY	MONDAY, OCTOBER 8, 2007
	VETERANS DAY	MONDAY, NOVEMBER 12, 2007

The following days are to be considered holidays for employees whose regularly scheduled day off falls on the above Monday holidays:

DAYS OFF	HOLIDAY	NEW YEAR’S DAY	KING’S BIRTHDAY	WASHINGTON’S BIRTHDAY	MEMORIAL DAY
Sunday and Monday	Saturday	December 30, 2006	January 13, 2007	February 17, 2007	May 26, 2007
Monday and Tuesday	Sunday	December 31, 2006	January 14, 2007	February 18, 2007	May 27, 2007
Monday and Wednesday	Sunday	December 31, 2006	January 14, 2007	February 18, 2007	May 27, 2007
Monday and Thursday	Sunday	December 31, 2006	January 14, 2007	February 18, 2007	May 27, 2007
Monday and Friday	Sunday	December 31, 2006	January 14, 2007	February 18, 2007	May 27, 2007
Monday and Saturday	Sunday	December 31, 2006	January 14, 2007	February 18, 2007	May 27, 2007

DAYS OFF	HOLIDAY	LABOR DAY	COLUMBUS DAY	VETERANS DAY
Sunday and Monday	Saturday	September 1, 2007	October 6, 2007	November 10, 2007
Monday and Tuesday	Sunday	September 2, 2007	October 7, 2007	November 11, 2007
Monday and Wednesday	Sunday	September 2, 2007	October 7, 2007	November 11, 2007
Monday and Thursday	Sunday	September 2, 2007	October 7, 2007	November 11, 2007
Monday and Friday	Sunday	September 2, 2007	October 7, 2007	November 11, 2007
Monday and Saturday	Sunday	September 2, 2007	October 7, 2007	November 11, 2007

Monday will be the holiday for employees who are regularly scheduled to work Monday through Friday.

<u>TUESDAY HOLIDAY</u> <u>(2007)</u>	CHRISTMAS DAY	TUESDAY, DECEMBER 25, 2007
---	----------------------	-----------------------------------

DAYS OFF	HOLIDAY	CHRISTMAS DAY
Sunday and Tuesday	Monday	December 24, 2007
Monday and Tuesday	Wednesday	December 26, 2007
Tuesday and Wednesday	Monday	December 24, 2007
Tuesday and Thursday	Monday	December 24, 2007
Tuesday and Friday	Monday	December 24, 2007
Tuesday and Saturday	Monday	December 24, 2007

Tuesday will be the holiday for employees who are regularly scheduled to work Monday through Friday.

<u>WEDNESDAY HOLIDAY</u> <u>(2007)</u>	INDEPENDENCE DAY	WEDNESDAY, JULY 4, 2007
---	-------------------------	--------------------------------

The following days are to be considered holidays for those employees whose regularly scheduled day off falls on the above Wednesday holiday:

DAYS OFF	HOLIDAY	INDEPENDENCE DAY
Sunday and Wednesday	Tuesday	July 3, 2007
Monday and Wednesday	Thursday	July 5, 2007
Tuesday and Wednesday	Thursday	July 5, 2007
Wednesday and Thursday	Tuesday	July 3, 2007
Wednesday and Friday	Tuesday	July 3, 2007
Wednesday and Saturday	Tuesday	July 3, 2007

Wednesday will be the holiday for employees who are regularly scheduled to work Monday and Friday.

<u>THURSDAY HOLIDAY</u> <u>(2007)</u>	THANKSGIVING DAY	THURSDAY, NOVEMBER 22, 2007
--	-------------------------	------------------------------------

The following days are to be considered holidays for those employees whose regularly scheduled day off falls on the above Thursday holiday:

DAYS OFF	HOLIDAY	Thanksgiving Day
Sunday and Thursday	Wednesday	November 21, 2007
Monday and Thursday	Friday	November 23, 2007
Tuesday and Thursday	Friday	November 23, 2007
Wednesday and Thursday	Friday	November 23, 2007
Thursday and Friday	Wednesday	November 21, 2007
Thursday and Saturday	Wednesday	November 21, 2007